



DIVISIONS
ENERGY
GAS AND OIL
GEOLOGY AND MINERAL RESOURCES
MINED LAND RECLAMATION
MINERAL MINING
MINES
ADMINISTRATION

COMMONWEALTH OF VIRGINIA

Department of Mines, Minerals and Energy

P. O. Drawer 900
Big Stone Gap, Virginia 24219-0900
(276) 523-8100 FAX (276) 523-8163
www.dmme.virginia.gov

November 18, 2014

RECRUITMENT IS OPEN TO THE GENERAL PUBLIC

POSITION: MINERALS SPECIALIST I (COMPLIANCE/TRAINING SPECIALIST)

POSITION NO: 00373

LOCATION: (SOUTHWEST VA)

SALARY RANGE: \$41,778 - \$70,000 (Band 5)

The Department of Mines, Minerals, & Energy, Division of Mines (DM) is seeking a qualified individual to conduct various state and MSHA required training classes working within the DM Small Mine Safety Service (SMSS) and Accident Reduction Programs (ARP). This position will develop mine plans, make on-site visits, conduct mine site job safety observations, conduct specialized safety talks in accordance with health and safety requirements, and conduct compliance inspections and investigations at mine sites as needed. Specialist is uniformed and will visit mines located in Buchanan, Dickenson, Russell, and Tazewell counties. This position has been designated as required to file a Statement of Economic Interests in accordance with Section 2.2-3114 of the Code of Virginia. Individual accepted for employment will have to pass a drug and alcohol test as part of the DMME pre-employment process.

TO QUALIFY: Virginia First Class Mine Foreman Certification. Ability to develop and conduct safety training. Considerable knowledge of safe work practices and principles. Considerable knowledge of mining operations, laws, rules, and regulations. Ability to communicate effectively both orally and in writing. Work without close supervision and make sound independent decisions. Ability to crawl, stoop, climb, bend, walk long distances, work in confined spaces, and heights. Considerable experience using computer systems and software applications. Must have a valid driver's license and excellent driving record. Graduation from an accredited college or university with major study in mining related fields or a combination of experience and education indicating possession of the preceding knowledge, skills, and abilities. Electrical and Advanced First Aid Certification preferred. Applicant must successfully complete the VA Mine Inspector Examination prior to being offered the position.

TO APPLY: All applications must be submitted on-line through the Commonwealth of Virginia Recruitment Management System <http://jobs.agencies.virginia.gov>.

For additional information: Telephone: (276) 523-8142; TTY/TTD: (800) 828-1120

ALL APPLICATIONS MUST BE RECEIVED ON-LINE BY 5:00 PM, FRIDAY, DECEMBER 5, 2014

EQUAL OPPORTUNITY EMPLOYER
TDD (800) 828-1120 --- Virginia Relay Center